



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
950 JEFFERSON AVENUE
FORT EUSTIS, VIRGINIA 23604-5700

ATBO-H

29 AUG 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TRADOC Policy Letter 11, Command Supply Discipline Program (CSDP)

1. References:

- a. AR 735-5, Policies and Procedures for Property Accountability, 28 Feb 05.
- b. AR 710-2, Supply Policy Below the National Level, 28 Mar 08.

2. The CSDP is a commander's program that directs supply discipline throughout the Army. For the purpose of this policy letter, the terms commander and commandant are interchangeable – both have the responsibility and authority to ensure proper supply discipline is exercised throughout their organizations. References a and b direct ACOM commanders to establish an aggressive CSDP within their respective commands. TRADOC commanders at all levels will appoint a CSDP coordinator/monitor. TRADOC parent-level organizations (UIC WXXXAA) will provide a copy of appointment orders, signed by parent-level commander or designated representative, to HQ TRADOC, DCS, G-1/4, Logistics Directorate.

3. Reference 1b, appendix B, paragraph B-14 requires commanders and supervisors to adhere to CSDP procedures and conduct supply discipline training for all subordinates. Selected training topics should be tailored to the organization. Appropriate general topics include proper use/safeguarding of property, accountability of non-property book items, supply economy, appropriate use of the government purchase card, etc.

4. TRADOC parent organizations (UIC WXXXAA) should use both internal and external inspections to evaluate all organizational elements. Organizations may and should request assistance visits from their headquarters element.

5. TRADOC parent-level commands are required to submit an annual CSDP assessment statement NLT 15 January each calendar year to HQ TRADOC, DCS, G-1/4, Logistics Directorate. This assessment should be in memorandum format and signed by the commander of the parent-level UIC (WXXXAA) (i.e., the first position listed on the personnel portion of the TDA/MTOE). Assessment will indicate an overall program rating (red/amber/green), to include dates/topics trained throughout the year, and an overview of completed inspections. Significant inspection findings should be identified, along with the corrective measures taken to resolve the findings.

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6. This policy letter is effective until superseded or rescinded.



ROBERT W. CONE
General, U.S. Army
Commanding

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